

142  
Ad 45p  
cop 5

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 1, 1944

SPECIAL SERVICES MEMORANDUM - 159

Machinery Rationing - 156

SUBJECT: Preference Rating Certificates for Farm Engines

This memorandum supersedes War Board Memorandum 407, Machinery Rationing 110, issued August 24, 1943, the correction and the supplement to that memorandum, and Special Services Memorandum - 1, Farm Machinery Rationing - 120, issued November 12, 1943. Forms E-1 and GA-276 now in use will continue to be used. However, the words "County AAA Committee" shall be substituted for "County Farm Rationing Committee" and the words "State AAA Committee" shall be substituted for "State War Board."

The only changes in this memorandum from the present operating instructions are as follows:

1. County AAA Committees rather than County Farm Rationing Committees shall now issue Forms GA-276, Preference Rating Certificate, for farm engines of 20 HP and less and complete farm lighting sets. (References to County Farm Rationing Committees in Special Services Memorandum - 119, Priorities-1, Revised, shall be corrected accordingly.)
2. Washing machines have been added to the list of permitted uses and appears in the complete list below.
3. Duplicate copies of GA-276 Certificates are to be forwarded to State AAA Committees instead of to State War Boards.

As previously outlined in Special Services Memorandum - 119, Priorities 1, Revised, dated July 31, 1944, Form GA-276, Preference Rating Certificate, should be issued for farmer procurement of electric generator sets complete.

State AAA Committee Procedure

State AAA Committees will arrange for the handling and transmission to this office at the end of each month copies of Form GA-276, issued by County AAA Committees, and will have general supervisory responsibilities necessary to insure the successful operation of the program.

County AAA Committee Procedure

1. County AAA Committees will issue preference rating certificates to applicants for internal combustion engines of all types of 20 HP or less, if it is determined that the engine is needed for one of the following permitted uses:



- (a) On-farm feed grinding and mixing
- (b) Hay chopping
- (c) Elevating (on farm)
- (d) Silo filling
- (e) Baling
- (f) Harvesting
- (g) Threshing
- (h) Corn shelling
- (i) Potato digging, grading, spraying, and dusting
- (j) Irrigating
- (k) Water pumping
- (l) Milking
- (m) Cream separating
- (n) Milk cooling
- (o) Generating electricity (including farm lighting)
- (p) Painting
- (q) Whitewashing
- (r) Disinfecting
- (s) Wood sawing
- (t) Farm shops
- (u) Any other on-farm use essential to the production of crops, livestock, livestock products, poultry and eggs, and honey.
- (v) Limestone crushing (on-farm)
- (w) Washing machines

2. Preference Rating Certificates shall not be issued for the following uses:
  - (a) Lawn mowers
  - (b) Household machines (other than washing machines)
  - (c) Summer houses
  - (d) Producers of food or other farm products solely for their own use
  - (e) All off-farm uses (filling stations, refrigerated trucks, processors, feed mills, etc.)
3. Receive one copy of Form E-1, "Application for Preference Rating of AA-2 on Engines for Essential Farm Power Needs" from the applicant to be filed in the county office. (This form is to be duplicated in the field.)
4. Review applications in line with the above-mentioned eligibility requirements. (Note that this same procedure is to be used for farmer procurement of electric generator sets complete. If the applicant meets eligibility requirements, issue Form GA-276, "Preference Rating Certificate" in duplicate. (This form is to be duplicated in the field.)
5. Return the original of Form GA-276 to the applicant for delivery to his dealer.
6. Forward the duplicate copy of Form GA-276 to the State AAA Committee.
7. Record on the reverse side of the application the final action taken by the Committee.



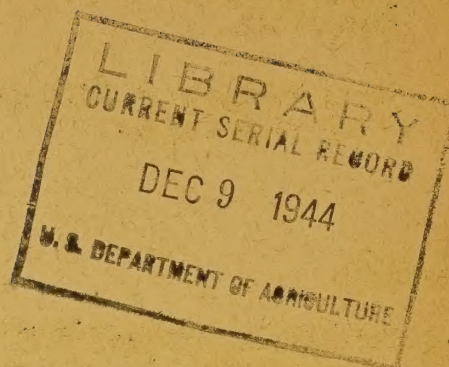
### Applicant's Procedure

1. Complete Form E-1 in duplicate and file one copy with the County AAA Committee.
2. Upon receipt of Form GA-276, present to any dealer for delivery of the specified engine.

### General

1. Preference Rating Certificates as issued must be filled out as completely as possible. In all cases the approximate horsepower of the engine desired must be filled in. Duplicate certificates must be forwarded promptly each month by county offices to the State and by the State to Washington.
2. These certificates are not valid for engines over 20 horsepower.
3. The Automotive Division of the WPB has advised all engine manufacturers that maintenance of shelf stocks will be permitted only by approved distributors. This means that local dealers will no longer be allowed to secure shelf stocks, but will have to order out engines from their distributors as needed by farmers on the ratings as issued by County Farm Rationing Committees on Form GA-276.
4. As much time as possible should be allowed by a farmer in placing his order for an engine, especially in the larger horsepower, because of the time involved in production. Placing orders now for engines known to be needed next season will make it possible for distributors to have sufficient stocks on hand when emergencies do occur.
5. Applicants not eligible for AA-2 Preference Rating Certificate and persons who require engines in excess of 20 horsepower may file a WPB-541 with the nearest WPB field office. The recommendation of the county committee will be helpful, and may expedite the handling of the application.







UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT AGENCY

*Copy 2*

Washington State Office  
State Office Circular Letter  
Pullman, Washington

SPECIAL SERVICES MEMORANDUM-160

FEED-1944-7


Subject: No more Dry Wrinkled Peas for Stock Feed Available  
Date: June 29, 1944  
To: State Committeemen, County Committeemen, County  
Associations

The State Committee has now placed orders for its total allocation of dry wrinkled peas set-aside for stock feed. We will not therefore be able to accept any additional orders for this material.

The supply was exhausted sooner than was expected because the total allocation to the State was cut from slightly more than 800 tons to approximately 700 tons after our circular in this regard was issued.

A small allocation of soya bean meal and linseed meal is expected for distribution during July. The State Committee will be glad to give consideration to farmers' orders for this material. It is still necessary that orders be placed for carloads, which means a minimum of 40 tons for soya bean meal and a minimum of 30 tons for linseed meal. Refer to previous memoranda for procedure.

All orders must be in our office no later than July 3 for consideration from the July set-aside.



W. A. Wolf, Chairman  
State Committee





1.42  
Ad 45p  
Cap 3

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 6, 1944

SPECIAL SERVICES MEMORANDUM - 160

Construction - 52

SUBJECT: Revisions in Form WPB-617

Form WPB-617 and the WPB Instructions for its use have been revised. The new form need not be used, however, until existing stocks of the old form are exhausted, and the additional information required on the new form need not be included on the old form. Only a few changes, of importance to State and County Committees and farmers, are contained in the new WPB-617.

As was the case with the old form, Section I is the only section with which the committees and farmers are likely to be concerned. The requirements of paragraphs "A" through "E" in Section I of the old form, are repeated in paragraphs "A" through "I" in Section I of the new form. The use and applicability of Sections II and III remain the same as described in the present Agricultural Handbook on Conservation Order L-41. (Part III, Section B, Paragraphs 5 and 6.) The important changes mentioned above are as follows:

- (1) Paragraphs "F" and "G" in Section I of the old form are amended by paragraphs "J" and "K" in Section I of the new form in order to secure additional information on costs and the time required to have the project in operation.
- (2) Paragraph "L" has been added to Section I of the new form in order to secure data on the manpower requirements for completing and operating the project. When the work is to be done by the farmer, his farm workers, or his neighbors, the farmer should do the best he can in compiling the data required by items (1) and (2) of paragraph "L". If the work is to be done by a contractor, he should compile the data and make it available to the farmer. In most cases, if the farmer is not expanding the facilities of his present farm or taking over an additional farm, he will not be concerned with item (3). However, when applicable, item (3) of paragraph "L" should be answered by the farmer, since he is the only person who knows how many additional workers will be required to operate the project upon its completion.
- (3) There are now two types of GA-1456 authorization forms. The first type, printed on page 4 of the new WPB-617, is used when the WPB authorizes the project, but does not grant waivers from the provisions of Appendix 1 of Schedule A to CMP Regulation 6. The second type, which is a separate sheet, formerly used in connection with the old WPB-617, will be issued when the WPB authorizes the project and grants waivers from the provisions of Appendix 1 of Schedule A to CMP Regulation 6.

The Agricultural Handbook on Conservation Order L-41 contains references to various paragraphs in Section I of the old WPB-617. As indicated above, the letters used to identify these paragraphs have been changed by the new form. However, since the old WPB-617 forms will be in use for an indefinite period, the Handbook will not be immediately amended to include the new identifying letters. For the same reason, only two copies of the new 617 form and instructions, sufficient for reference purposes, are being forwarded to each State at the present time.



LIBRARY  
CURRENT SERIAL RECORD

DEC 11 1944

U. S. DEPARTMENT OF AGRICULTURE



UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
State Office Circular Letter  
Pullman, Washington

Cap 2  
SPECIAL SERVICES MEMORANDUM-161

Food Distribution-1944-9

Subject: Administration of WFO-69 - Releasing Fruits for Alcoholic Purposes

Date: June 29, 1944

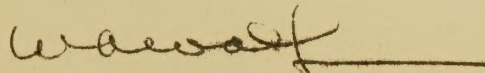
To: State Committee, County Committeemen, County Associations

County Committees have many times in the past experienced difficulty in determining when a particular lot of fruit restricted by WFO-69 should be released to a winery or other processor to be used in the production of an alcoholic product.

In an effort to simplify this determination, the State Committees of Oregon and Washington and the District Office of Distribution have agreed to place the primary responsibility on the canneries, preservers, juice companies and freezers by requiring that they keep county committees informed of their requirements. These processors have been informed of this determination by the Office of Distribution.

This means that when a request from a grower is received for release of a particular lot of one of the restricted fruits, the County Committee will be justified in issuing the authorization if they have not been advised that a processor is in the market for that particular type of fruit. From a practical standpoint, however, county committees will in most case wish to do some investigating locally, since, for one thing, this procedure does not take into account the fresh market.

This should speed up the operation of the program, however, and allow quick determinations before the fruit involved has a chance to spoil.

  
W. A. Wolf, Chairman  
State Committee







1.42  
AA45p  
1445

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 8, 1944

SPECIAL SERVICES MEMORANDUM - 161

Construction - 53

SUBJECT: Lumber

An extremely critical shortage has developed during the past few weeks in the supply of Western Pine lumber (Idaho White Pine, Ponderosa Pine and Sugar Pine). This condition has been caused by the generally increased war demands for containers, which are made largely of Western Pines, as these species are especially suited to this use.

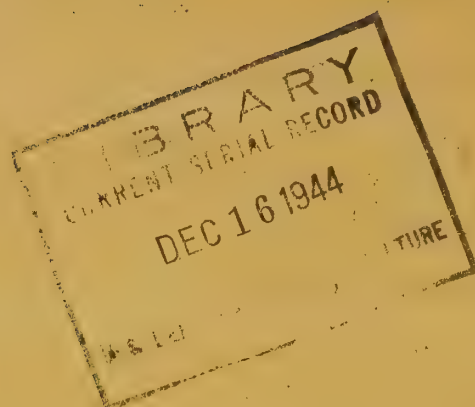
In order that the most essential needs can be met the WPB has issued Direction 2a to Order L-335 restricting the delivery and use of Western pines. Two copies of Direction 2a are being forwarded to each State committee. The main provisions of this direction are as follows:

1. Applies only to sawmills, producing Western Pine lumber, located in Washington, Oregon, California, Idaho, Montana, Wyoming, Nevada, Utah, Colorado, Arizona, New Mexico and South Dakota.
2. Applies only to sawmills in the above States producing 10,000 or more board feet of lumber per day.
3. Effective December 2, 1944, sawmills described in (1) and (2) above or dealers receiving lumber from such mills may deliver Western Pine lumber only on orders where specific authorization has been granted by the WPB, except as noted in (4) and (5) below.
4. Orders for Western Pine lumber placed prior to December 2, 1944, with sawmills described in (1) and (2) above may be filled without the specific WPB approval required by Direction 2a, if the lumber is placed in transit by December 31, 1944.
5. Western Pine lumber received by a dealer prior to December 31, 1944, or which has been placed in transit by the mill by December 31, may be sold on orders which do not have specific WPB approval under terms of Direction 2a.

The provisions outlined above are presented for general information of the committees. Further details are given in the printed Direction.

The Direction will have no practical effect on the issuance of Farmer's Lumber Certificates. However, after the supply indicated in (5) above is exhausted, farmers will no longer be able to obtain Western pines produced by mills described in (1) and (2) above, except when specific approval is given by WPB. Appeals by farmers to the WPB will not receive favorable consideration for most farm uses as the restrictions are intended to prohibit the use of these species for civilian and military construction, or for maintenance and repair. Western pine lumber will be authorized for the manufacture of millwork so that farmers should be able to obtain limited quantities of windows, doors, and similar items made from these species.







UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
State Office Circular Letter  
Pullman, Washington

SPECIAL SERVICES MEMORANDUM-162

Machinery Rationing-1944-44

Subject: Requisitioning of Idle Farm Machinery  
Date: June 29, 1944  
To: State Committeemen, County Committeemen, County  
Associations

The authority to requisition idle farm machinery has been extended through December 31, 1944. This authority has been delegated to the Chairman of each State Agricultural Conservation Committee.

Procedure issued in War Board Memorandum-1943-189, Machinery-63 dated May 28, 1943 will be used during 1944 by changing the references to the State and county USDA War Board to State and county AAA committees. References to 1943 agricultural production should be changed to 1944.

War Board Memorandum-1943-189, Machinery Rationing-63 defines the farm machinery which, when idle, may be requisitioned by State committees. The definition does not include commercial motor vehicles although such vehicles may be reported to the ODT Regional office as being idle.



W. A. Wolf, Chairman  
State Committee

Ref: SPS Memo 104







1.42  
12-13-44  
p. 5

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 13, 1944

SPECIAL SERVICES MEMORANDUM-162

Crawler tractors-3

SUBJECT: Procedure for Crawler-Type Tractors

This memorandum supersedes all Special Services Memoranda ( 11, 29, 45, 51, 93, 129), which have been previously issued relative to crawler tractors. The procedure contained herein shall become effective immediately. Although very few changes have been made in the operating procedure, it was believed advisable to combine all procedures in this one memorandum.

The changes made in the crawler tractor program procedure are outlined below:

- (1) County Agricultural Conservation Committees shall process applications instead of County Farm Rationing Committees.
- (2) States are no longer referred to as "A" States and "C" States, but as States with quotas and States without quotas.
- (3) All applications are to be numbered in the same manner whether they are against quota or as appeals. This should clarify previous misunderstandings.
- (4) The "Schedule Indicating Timing of the Various Steps Required by the Crawler Tractor Program", has been revised for clarification.
- (5) Limitations on transmittal of appeals from States with quotas have been specified.
- (6) Applications acceptable in any one quarter have been clarified.

Part I - APPLICANT'S RESPONSIBILITIES

- A. File Form WPB-1319, issued 1-20-44 or a subsequent issue of this form with County Agricultural Conservation Committee for the model desired. The original and four copies are required by the County Committee.
- B. Supply complete information as outlined in Part II, ~~B~~ below.
- C. Indicate on an application for a particular model whether or not another model of the same manufacturer would be acceptable.

Part II - COUNTY AGRICULTURAL CONSERVATION COMMITTEE RESPONSIBILITIES

- A. Act on each application within two weeks from date of filing.
- B. Base recommendations to the State Committee on the following priority of use.
  1. Crawler tractors needed for replacement of crawler tractors which are worn out beyond repair and which are to be used for operation of existing cropland or for maintenance and repair of agricultural facilities such as irrigation and drainage systems and levees to protect farm land.



2. Crawler tractors needed by farmers who have not previously owned or used this type of tractor, but which are to be used in working muck soils, irrigated land, land too steep for wheel tractors, and other land on which wheel tractors do not operate effectively. Such applications shall be considered on the basis of the comparative merit of each individual case.
  3. Crawler tractors to be used for land clearing and crop and pasture land improvement or any expansion in agricultural facilities such as irrigation and drainage systems; new levees to protect farm land, new stock ponds and terraces. ( Few tractors will be available for these or similar purposes ).
- C. Be responsible for checking each application to see that the following information is supplied:
1. Number, model, and age of crawler and wheel type tractors now owned by the applicant.
  2. Acres of each crop, or in the case of tractors for other than farm operation, a detailed description of the volume of work to be done with the tractor.
  3. Description of type of soil and topography.
  4. Reasons for needing a new tractor.
  5. Description of how the work for which the tractor is needed was carried out in the past.
  6. Explanation of why the work can not be carried but as in the past, in the event the applicant has not previously owned a crawler tractor.
- D. Forward to the State Committee the original and the four copies of WPB-1319 with an original and two copies of a transmittal letter containing the recommendations of the County Committee. Also forward an original and two copies of any supplemental statements or information pertaining to the application.
- E. One copy of the transmittal letter and correspondence relative to each case should be filed in the county office and an adequate record kept of the status of each case.
- F. Return to the applicant those applications which are not recommended for approval together with reasons for disapproval. Advise applicants whose applications have been denied that they may appeal to the State Committee from the decision of the County Committee. Accept appeals from their decision and transmit them to the State Committee.
- G. Inform applicants of notices received from the State Committee relative to denials or other status of applications.

### Part III - OPERATING PROCEDURE FOR STATES WITH AND WITHOUT QUOTAS

Quotas by models of tractors will be assigned to some states but not to others. Except for the specified differences outlined below, however, the procedure is uniform for all states.

#### A. States with quotas

1. Applications against the quota should be transmitted for each model of tractor, direct to the Construction Machinery Division, War Production Board, Washington, D. C. Unless otherwise specified by the Regional Director, the transmittal schedule outlined in the attached,



"Schedule Indicating Timing of Various Steps Required by the Crawler Tractor Program", will apply. Quotas will not be in effect after the 15th day of the last month of the quarter. Unused balances of State quotas will be transferred to the reserve on that date.

2. Applications for tractors in excess of quota limitations should be transmitted as appeals to the Regional Director, AAA, subject, however, to the following limitations, unless advised by the Regional Director that additional tractors are available.
  - a. Appeals for models for which a quota has been assigned and exhausted should not be transmitted except in emergency situations and unless the quota of all models in the same class has been exhausted.
  - b. An appeal transmitted for a model, while other models of the same class remain in quota, should clearly demonstrate that the applicant has been advised what models are available and the reason why they were not acceptable for his use.
  - c. Appeals should not be transmitted during the last week of a quarter.

B. States without quotas

Applications in States without quotas should be transmitted as appeals to the Regional Director, AAA. Such appeals should not be transmitted during the last week of a quarter.

Part IV - STATE COMMITTEE RESPONSIBILITIES

- A. Base recommendations on the priority of use stated above in Part II, B.
- B. Check each application for compliance with instructions set forth above in Part II, C. No additions, alterations, or deletions should be made. Inaccurate, incomplete, or improperly prepared applications shall be returned to the County Committee with adequate instructions for completion by the applicant.
- C. State Committees shall not substitute the tractor of one manufacturer for the tractor of another manufacturer on an application. If too many applications for some models and too few applications for other models relative to the number of each model available are received, State Committees should advise applicants for models which are not available the particular models that are available, in order that such applicants, if they so desire, may file applications for available models. Any application filed with the Regional Director, AAA, for a specific model may be accompanied by an alternate separate application for a different model of another manufacturer if an applicant so desires.
- D. Assignment of serial numbers

1. All applications transmitted shall be numbered serially beginning with number one for the first application submitted each quarter.

( Applications transmitted against the quota to the War Production Board or as appeals to the Regional Director will be numbered in the same series )



2. Number shall include:

- a. Abbreviation of State name. For example, N. Y.
- b. Calendar quarter in arabic numerals and in parenthesis.  
For example, (1).
- c. Class of tractor in roman numerals. For example, V.
- d. Serial number of application for the quarter. For example, 4.

Example: If the fourth application transmitted in New York in the first quarter beginning December 1, is for a model in Class V the serial number would be N.Y. (1) V-4.

3. Enter the serial number in the upper right corner of the original and each copy of Form WPB-1319 in the space labeled "WPB Case Number".  
( This applies to all applications transmitted against the quota to the War Production Board or as appeals to the Regional Director.)
4. Enter the serial number on the letter of transmittal.
5. Applications transmitted as appeals but returned to State Committees and resubmitted in another quarter shall be assigned a new serial number pertaining to the quarter in which they are again transmitted.

E. Assembly of an application for transmittal to the War Production Board or Regional Director, AAA.

1. Original and three copies of WPB-1319.
2. Original and one copy of any supplementary information submitted by the County Committee in accordance with Part II, C.
3. Original and one copy of the County Committees letter of recommendation.
4. Original and one copy of a State Committee letter of transmittal.
5. Where more than one application is transmitted at one time, only one letter of transmittal need be prepared. The letter of transmittal shall contain a list of all applications in the group including the application serial number, name and address of each applicant, model of tractor, and a statement recommending approval of all applications listed.

One copy of the letter must be attached to each application or the statement of the County Committee must be endorsed.

6. One copy of the WPB-1319 and accompanying material shall be filed in the State office.

F. Applications acceptable for transmittal in any one quarter.

Applications signed by applicants more than three months before the beginning of a given calendar quarter are not acceptable unless they are brought up to date by a statement from the County Committee, indicating that the applicants' need has not changed. For example, during the first quarter 1945 only applications signed before October 1, 1944 fall in this classification.



G. Applications not recommended.

Applications which are not recommended by the State Committee or applications which were transmitted to the Construction Machinery Division, War Production Board, against the quota or to Regional Director as appeals but not approved, should be returned to the applicants through the County Committees with a letter giving the reasons for disapproval.

H. Reports

1. A report form is attached.
2. This report, in duplicate, should be transmitted to the Regional Director, AAA, in accordance with the following schedule:

<u>Period</u>	<u>Mailing Date</u>
Nov. 1 - Jan. 31	February 5
Feb. 1 - April 30	May 5
May. 1 - July 31	August 5
Aug. 1 - October 31	November 5

3. Appropriate State Office records shall be maintained which will supply the information needed to prepare this quarterly report.

Part V - AAA REGIONAL OFFICE RESPONSIBILITIES

- A. Forward to State Committees quarterly quotas established for various classes and models of tractors classified as follows:

MAKE AND MODEL

Class	Drawbar H. P.	Caterpillar Tractor Co.	International Harvester Co.	Allis-Chalmers Mfg. Co.	Oliver Corporation
I	87 & Over	D-8	--	HD-14	F
II	65 - 86	D-7	TD-18	HD-10	--
III	50 - 64	D-6	TD-14 or T-14	HD- 7	DD or DG
IV	35 - 49	D-4 or R-4	TD- 9 or T-9	--	BD or BG
V	25 - 34	<i>Oliver</i>	<i>TD 6 or 16</i>	--	AD or AG
Vs	Under 25	--	--	--	HG

- B. Receive all appeal applications and notify State Committees of action taken by WFA and WPB.



Part VI - PROCEDURE FOR LINDEMAN-JOHN DEERE, MODEL BO TRACTORS

- A. Model BO crawler tractors are manufactured by Lindeman Manufacturing, Inc., Yakima, Washington. This tractor which is under 25 H. P. is classified in Class V special.
- B. The procedure for this model tractor is identical to that outlined for other crawler tractors except that (1) no state quotas are determined and (2) applications recommended by State Committees are transmitted direct to the Construction Machinery Division, War Production Board, using class description Vs in assigning serial numbers to applications.

Part VII - RESPONSIBILITIES OF CONSTRUCTION MACHINERY DIVISION,  
WAR PRODUCTION BOARD

- A. Releasing of crawler tractors and allied equipment.
  - 1. L-53, governs release of new crawler tractors. Last amendment issued January 21, 1944.
  - 2. L-192, governs release of other specified new construction equipment. Last amendment issued September 28, 1944.
- B. All agricultural applications received by the Construction Machinery Division from sources other than State Committees will be referred as received to appropriate State Committees for consideration and action.
- C. The War Production Board has advised its field offices to refer inquiries and applications to appropriate State Committees, and will request the cooperation of manufacturers in channeling applications through AAA Committees.
- D. Final approval of applications by the Construction Machinery Division will depend on two factors:
  - 1. Ability to release the tractor requested in view of the available supply.
  - 2. A clear showing by the application that approval is justified on the basis of priority of use outlined in Part II, B.
- E. If the application is approved, a priority rating is assigned. The original application bearing the priority rating will be forwarded to the applicant and the fourth copy will be sent to the appropriate State Committee.
- F. If the application is not approved, it will be returned promptly to the State Committee with a letter giving the reasons for denial.

Part VIII - REPAIR PARTS FOR CRAWLER TRACTORS

- A. Order L-53b, governs distribution of repair parts for crawler tractors. Last amendment issued October 23, 1944.



- B. The War Production Board has advised that they will consider requests for special directives to manufacturers in the case of an individual who is unable to obtain repair parts provided each case is limited to dire emergency and calls for parts that can not be located after intense search of existing stock.
- C. In requesting aid in securing repair parts in this manner, the following information is required.
1. Name and address of owner of tractor for which repairs are requested.
  2. Model, year of purchase, and serial number of tractor.
  3. Essentiality of work for which tractor is going to be used.
  4. Name and address of dealer with whom the owner of the tractor ordered parts.
  5. Number and date of the order placed by the dealer with the manufacturer or branch house and branch house order number with factory.
  6. Description of each part ( part numbers ) and quantity of each part.
  7. Specify efforts made to secure parts from other dealers, distributors, or other sources of parts.
- D. Three copies of this information should be transmitted to the Regional Director, and only those cases of absolute necessity and immediate emergency should be forwarded.



WAR FOOD ADMINISTRATION  
Washington, D. C.

SCHEDULE INDICATING TIMING OF VARIOUS STEPS REQUIRED BY THE CRAWLER TRACTOR PROGRAM

Action outlined in the various headings is required during the periods indicated in the table for tractors released in each calendar quarter.

	(1) State Committee transmits quarterly crawler type tractor report to the Regional Director on the following dates. Quotas for the indicated calendar quarter are partly based on this report.	(2) Regional Director transmits quarterly quotas to the State Committees on the following dates.	(3) a. Applicants file WPB-1319's with County Committees. b. County Committees review applications and transmit those recommended to State Committee. c. State Committees review applications and prepares those to be applied against quota.	(4) State Committee in States with quotas transmit recommended appli- cations to Construc- tion Machinery Divi- sion, WPB, Washington, D.C., as follows, unless instructed otherwise by Regional Director.	(5) a. Construction Machinery Division processes applications and transmits releases to applicants. b. Applicants transmit releases through dealers to manufacturers.	(6) Manufacturers' production schedule of tractors released.
Calendar Quarter	Date	Date	Period	Date & Percent of Quota	Period	Period
First Quarter	November 5	November 20	October November December	December 1 50% January 1 30% February 1 20%	December January February	January February March
Second Quarter	February 5	February 20	January February March	March 1 50% April 1 30% May 1 20%	March April May	April May June
Third Quarter	May 5	May 20	April May June	June 1 50% July 1 30% August 1 20%	June July August	July August September
Fourth Quarter	August 5	August 20	July August September	September 1 50% October 1 30% November 1 20%	September October November	October November December



STATE \_\_\_\_\_

Date \_\_\_\_\_

Transmitted \_\_\_\_\_

## CRAWLER-TYPE TRACTORS

Quarterly Report on Applications as of \_\_\_\_\_

and \_\_\_\_\_

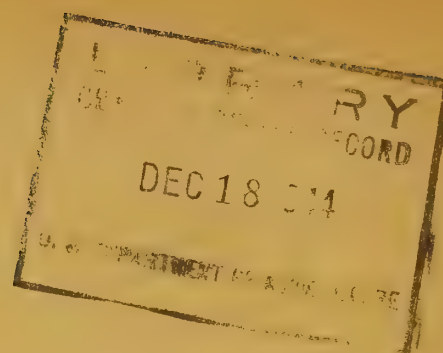
(Feb. 1 - May 1 - Aug. 1 - Nov. 1 )

Request for Allotment for Succeeding Quarter

Class	Applications Handled During Three Months Prior to Reporting Date				Status as of Reporting Date				Quota
and	Received from	Transmitted to	Appeals Transmitted	Returned to	On File in	Un-Used Balance	Requested for the		
Model	County	Against Quota	to Regional Directors	County	State Office	Current Quota	next Quarter		
D-8		X	X	X		X	X		
HD-14		X	X	X		X	X		
F		X	X	X		X	X		
Class I									
D-7		X	X	X		X	X		
TD-18		X	X	X		X	X		
HD-10		X	X	X		X	X		
Class II									
D-6		X	X	X		X	X		
TD-14		X	X	X		X	X		
HD-7		X	X	X		X	X		
D		X	X	X		X	X		
Class III									
D-4		X	X	X		X	X		
TD-9		X	X	X		X	X		
B		X	X	X		X	X		
Class IV									
D-2		X	X	X		X	X		
TD-6		X	X	X		X	X		
A		X	X	X		X	X		
Class V									
HG									
BO									
Class Vs									
TOTAL									

Note: Do not fill in X spaces - only class totals are required in these columns.





UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
State Office Circular Letter  
Pullman, Washington

Cap 2  
SPECIAL SERVICES MEMORANDUM-163

Machinery Rationing-1944-45

Subject: Progress of Production, New Farm Machinery and Equipment

Date: June 29, 1944

To: State Committeemen, County Committeemen, County Associations

We are enclosing a table showing production progress to May 1, 1944. The table indicates the progress of production during the current production year for selected items of farm machinery and equipment. To assist in interpreting the table, the following explanations are given:

1. The production from November 1942 to July 1, 1943 is that part of the production authorized by Order L-170 which was produced during that period.

2. The 1944 program includes the equipment authorized by Order-L-257 plus that equipment which was authorized by L-170 but which was not produced by July 1, 1943. This program also includes additional equipment authorized as a supplemental harvesting machinery program in January 1944.

3. The equipment shown on the 1944 program is to be produced by June 30, 1944 with a grace period of one month except for small combines, corn binders, corn pickers, field ensilage harvesters, peanut pickers, corn shellers, hay balers, feed grinders and portable elevators. These are to be completed by September 30, 1944.



W. A. Wolf, Chairman  
State Committee

Ref: SPS Memo 101  
Enclosure to County Offices Only





142  
A-245p  
Cap 5

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

SPECIAL SERVICES MEMORANDUM - 163

December 18, 1944

Construction - 54

Subject: Distribution of Copper Wire for Farmstead Wiring

This memorandum supersedes all memoranda (Special Services Memoranda numbered 54, 77, 102, 133, and 146) issued relative to the distribution of copper wire for farmstead wiring. However, Form CW-200 attached to Special Services Memorandum 133 and Form CW-204 attached to Special Services Memorandum 54 will be continued in use in connection with this memorandum. The instructions contained herein are effective beginning December 21, 1944.

It appears advisable at this time to change the standards used in connection with the issuance of "Copper Wire Allotment Certificates" to farmers. It is hoped that the procedure outlined below can be used without further change until this distribution program is no longer needed. Accordingly, the first quarter, 1945 quotas and report dates will be forwarded as a supplement to this memorandum and similar data for subsequent quarters will also be issued as supplements.

General Operating Procedure

I. Eligibility for Certificates

- A. A certificate may be issued to a farmer only if: (1) He has a power line connection to his farm or has a farm lighting plant, or (2) He can reasonably expect to obtain electric service to his farm.

II. Quantity Restrictions. The amount released for use on any one farm should be limited to the minimum amount that will take care of the most essential needs for the duration. Unless larger amounts for specific cases are approved by the State Committee, the maximum amount which can be issued to any one farm follows:

1. New user ..... 75 pounds
2. Old user ..... 50 pounds

III. State Committee

- A. State Committees should distribute, except as provided below, their respective quotas to County Committees in proportion to the relative county needs. If the State Committee believes that any portion of its quota will not be required for essential permitted uses before the 20th day of the last month in the quarter, the surplus should be returned to the Regional Director of the Agricultural Adjustment Agency immediately. Wire so returned may be redistributed to States needing additional wire for authorized uses.

Any State Committee may dispense with county quotas and keep all of its allotment in a State reserve. Those States which elect to distribute their quotas from a State reserve must establish a procedure for issuing CMPL-361 allotment certificates to farmers according to the individual needs of the State. This may be done by requesting County Committees to forward to the State Committee copies of the CMPL-361 certificates issued to farmers. In this event accurate records should be kept at the State level in order to prevent the issuing of amounts in excess of the State quota. This would eliminate the necessity of County Committees keeping records and submitting reports.

(over)



- B. Reserves. State Committees which establish county quotas may retain a State reserve. County quotas may be adjusted as often as necessary by the State Committees. Increases to State quotas may be requested from the Washington reserve if an urgent need develops and the request is adequately supported.
- C. Unused Allotment. Care must be taken to avoid having badly needed wire tied up in unused quotas. No unused portion of the quarterly allotment can be carried over for use in a following quarter.
- D. Reports. A report (Form CW-204 Revised) by the State Committee must be mailed to the Regional Director, Agricultural Adjustment Agency, Washington D. C., in duplicate. Form CW-204 Revised, is self-explanatory and outlines the information required for the Washington report. These reports should be as accurate as possible and must be submitted promptly in order that all State reports can be summarized by the War Food Administration and submitted to the War Production Board.

Information concerning the number of electrical utility connections certified by county committees under order U-2-C should be reported for each period under "Remarks" line 7 of Form CW-204, Copper Wire Distribution Report.

The schedule of State Reports required will be shown on the quota sheet.

- E. Appeals. The State Committees will review and pass on appeals submitted to them by farmers whose applications have been rejected by County Committees.

Upon request, State Committees may authorize County Committees to exceed the 50 and 75-pound limitations on individual applications which, in their judgment, are meritorious.

- IV. County Procedure. County Committees may issue certificates against a subsequent quarter's allotment beginning on the 21st day of the last month of the quarter. Certificates should not be issued against the current quarter allotment after the 20th day of the last month in the quarter. Where county quotas are established, County Committees must not exceed quotas, should make the most equitable farm distribution possible, and must maintain current records.

- A. Farmer Application and Issuance of Certificates.

1. County Committees shall review applications for copper wire certificates submitted on Form CW-200. Applications may be prepared in duplicate if the farmer desires a copy.
2. When an application is approved the County Committee will issue to the farmer one copy of the Copper Wire Allotment Certificate (CMPL-361 Revised), signed by the chairman of the County Committee or his authorized representative. Certificates shall not be issued when the county or State quota is inadequate to cover the amount approved.
3. A standard numbering system must be established for identifying certificates issued. A record of the certificate issued and the amount of wire released should be made in the space provided on the back of the application form (CW-200). Where county quotas

are not established and where State Committees make the request, County Committees should send to the State Committees a copy of each CMPL-361 certificate issued to farmers. Applications or attachments thereto, containing pertinent information, should be retained in the county files for record purposes.

4. County Committees can issue CMPL-361, Revised certificates only for permitted farmstead wiring in their respective counties. Farmers, however, may purchase copper wire on these certificates from their usual supplier, even though the supplier is located in another county or State.
- B. Unused Certificates. Certificates which are not surrendered to the dealer within 10 days are void and must be returned to the County Committee for issuance of a new certificate or reassignment of the allotment to another applicant.

If the dealer orders from a warehouse, he must have his order shipped before the expiration of the last day of the quarter. If shipment is not secured by the end of the quarter, the certificates become void and are no longer extendable. County Committees are not authorized to replace such void certificates with new ones issued against a subsequent quarter allotment.
- C. Appeals. When a County Committee disapproves an application the applicant will be notified by letter and advised of the reasons for denial. He should also be advised that he may appeal from the decision rendered. Such appeals shall be forwarded to the State Committee for consideration. County Committees may request approval from the State Committees to exceed the 50 and 75-pound limitation on individual applications. The amounts issued in this manner shall be deducted from the county quota.
- D. Reports. The War Production Board requires a strict accounting at regular intervals of current quotas and certificate releases. Since allotments are made by quarters, records and reports must be submitted so that the distribution of any quarterly allotment can be tabulated separately. Releases from different quarterly allotments must be submitted on separate reports. County Committees in those States which establish county quotas must mail their reports to the State Committee in accordance with the schedule indicated on the quota sheet. The State Committee will also suggest a suitable report Form (CW-201) for this purpose covering -
  1. The number of CMPL-361 Revised certificates issued during the reporting period.
  2. The pounds of copper wire released on CMPL-361, Revised certificates.
  3. The pounds of copper wire remaining in the county quota.
  4. The number of utility connections certified under Order U-1-C.
  5. Any other pertinent information which the State office may desire.

(over)



V. Forms. The following forms should be reproduced in the field:

1. CW-200, Revised, "Application for CMP Allotment Number on Copper Wire for Farmstead Wiring."
2. CMPL-361, Revised, "Copper Wire Allotment Certificate." (Will be attached to each quarter's allotment distribution supplement)
3. CW-201 "Copper Wire Distribution Report (County)", (prepared by the State Committee)
4. CW-204, Revised, "State Copper Wire Distribution Report".

VI. Summary of Procedure for Securing Copper Wire.

- A. Persons other than farmers who require copper wire for use in residential construction restricted by Order L-41, should apply to the Federal Housing Administration on Form WPB-2896. If such persons require copper wire for residential maintenance and repair, they may receive it in accordance with the provisions of paragraphs D and E below. The Federal Housing Administration will not consider WPB-2896 applications for priorities assistance in obtaining copper wire for residential maintenance and repair, unless the applicant has been unable to get the wire by the methods set forth in paragraphs D and E.
- B. Where copper wire is to be used in new construction which requires WPB approval under Conservation Order L-41, the allotment number will be furnished the applicant by the WPB if the project is approved. The WPB has provided a copper wire allotment to its regional offices for this purpose. County committees should not issue CMPL-361 certificates for copper wire to be used in farm construction requiring WPB approval.
- C. For all other permitted uses of copper wire, farmers may apply to the County Committee for an allotment number, and a CMPL-361, Revised certificate may be issued for approved uses if the county quota is not exceeded.
- D. CMP Regulation 9 Amended (Federal Register Nov. 27, 1943). It is the purpose of this regulation to provide copper wire to meet the minimum repair needs of the general public. This order provides that hardware stores, department stores, general stores, and other retailers who were in business August 1, 1943, may order for delivery in any calendar quarter up to \$50 worth of copper wire. If he needs more, he should determine as accurately as practical the dollar value of the copper wire which he sold as a retailer in 1941. He may buy up to one-sixteenth of that amount in any one quarter if this comes to more than \$50. If it does not, he may buy up to \$50 regardless of his sales in 1941. Not more than 20 percent of the copper wire which a dealer has the right to buy may be heater cord, lamp cord and stranded flexible cord.

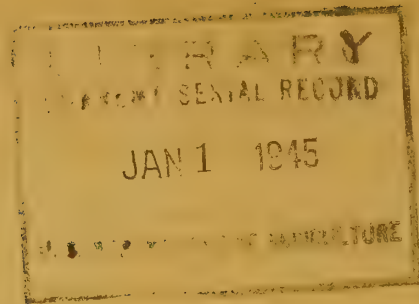
This Order further provides that a dealer must fill orders supported by farmers' certificates, as provided in PR-19, and he may fill orders for copper wire which are accompanied by a "Farmer's Copper Wire Allotment Certificate", but if he replaces the wire in his inventory, he must use the allotment certificate.

- E. CMP Regulation 9A (Federal Register Nov. 26). It is the purpose of this Regulation to provide materials and parts to anyone in the business of making repairs. This includes such persons as farm machinery repair shops, blacksmith shops, electricians, radio repair shops, plumbers, refrigeration repair shops, boiler repair shops, motor rewinders, electrical contractors, automotive repair shops, upholstery repair shops, bicycle repair shops, and carpenters.

This Order provides that in each calendar quarter a repairman may buy, under this regulation, a total of 500 pounds of copper and copper base alloy brass mill and foundry products (also steel and aluminum) in the forms listed in Schedule I of the Order.

In addition, refrigeration repairmen, domestic appliance repairmen, electricians, electrical contractors, and radio repairmen may buy \$150 worth of copper wire or one-eighth of what they used in making repairs in 1941.





UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
State Office Circular Letter  
Pullman, Washington

Cap 4  
SPECIAL SERVICES MEMORANDUM- 164

Information-1944-11

Subject: Fact Sheet on Need for Maximum Use of Second-Hand Containers  
Date: June 29, 1944  
To: State Committeemen, County Committeemen, County Associations

THE PROBLEM:

Shortages of new wooden containers and inadequate supplies of the more familiar types of used containers make it necessary for a comprehensive program of packing fruits and vegetables in substitute second-hand packages. It is necessary that all growers who will have crops to market this summer and fall anticipate their needs NOW and place orders NOW for at least their minimum requirements. (Growers of winter crops should also start making plans for using second-hand containers.)

THE WHY:

Over-all prospective fruit and vegetable production, far in excess of 1943, is probable. Peach and apple crops comparable with the "good" crops of 1942 are anticipated in the East and Middle West. Spring truck crops were of record production, and prospects for summer production are about 20 percent greater than in 1943. At the same time, the rate of container production tends to diminish. Since there were barely enough packages available to handle these crops in 1943 -- a year of low yields -- a serious shortage of containers in 1944 is a foregone conclusion. Growers should not expect to find an adequate supply of second-hand containers at a moment's notice. Because dealers may not have the desired types of containers on hand, growers should, therefore, acquaint themselves with the other types of used containers that may be substituted for those usually used.

NEXT BEST BETTER THAN NONE:

The more alert growers and shippers are already buying good used bushel baskets to meet their needs--and the demand for these packages is expected to exceed available supplies throughout the season. Every good basket--new or old--should be used only for the better grades of tree fruit crops, particularly peaches and apples, destined for distant markets or for storage. For local distribution, sales on farmers' markets, direct to retail outlets and to truckers, substitutes for baskets can and should be used.

To many, the idea of using orange boxes for peaches and apples may seem: neither necessary nor desirable but the situation may be reversed by July. Built with a center head, these boxes are sturdy and substantial. Filled only to level of the top or slightly below, they stack well on trucks and may be used without covers. In certain areas they have been used for local distribution of peaches and apples even in normal times. Moreover, they are, or could be made available in appreciable quantities. Countless hundreds of orange boxes are going to waste every day because of lack of demand. Any used container dealer in any market would be glad to accumulate supplies for any grower.



The bushel hamper, commonly used for green beans and sweetpotatoes, has never been popular for peaches and apples. However, they may be the only answer some peach and apple growers will find to their container problem. For local marketing, hampers are a distinct possibility, and they too, are relatively plentiful on the used container market.

Concord grapes and climax baskets go together, at least when the grapes are to be marketed fresh, and when the baskets are available. This year, climax baskets, either 4 or 12 quart size, will be just as scarce as bushel baskets. Juice and table grapes —such as Concord—could be marketed in used lug boxes. It has been done, and like orange boxes, lugs are obtainable in sizeable quantities.

#### FURTHER ADAPTATION NECESSARY:

Because during 1944 shippers and growers must use every container they can lay their hands on — orange boxes, lug boxes, crates and boxes of all kinds and shapes; baskets, and hampers —a study of the different types of used containers has brought forth the following suggested uses for substitute containers:

##### Lug Box:

5-3/4 x 13-1/2 x 16  
Approximately 18-1/2  
quarts, level full.

Celery hearts; celery cabbage; cucumbers;  
green corn; leaf lettuce (6 pounds); pars-  
nips (20 pounds) green onions, loose (10-15  
dozen; peppers; tomatoes; topped beets;  
carrots, turnips; summer squash, apples  
peaches, cherries, grapes.

##### Nailed Orange Box:

11-1/2 x 11-1/2 x 24  
Approx. 1-1/2 bushels  
or  
12 x 12 x 24  
Approx. 1-3/5 bushels.

Asparagus; green corn; head lettuce;  
peppers; spinach; topped beets, carrots,  
turnips; cabbage; apples, peaches, pears,  
quinces.

##### N. W. Apple Box:

10-1/2 x 11-1/2 x 18  
Approx. 1 bushel

Same products as above

##### L. A. (Lettuce Crate):

Inside dimensions:  
13 x 17-1/2 x 21-1/2  
inches

Bunched beets - 4 dozen, radishes, 10 dozen  
Bunched carrots, 5 dozen; onions, 8 dozen.  
Bunched parsley, 10 dozen; turnips, 3 dozen.  
Celery, cabbage, cauliflower; eggplant-  
3-4 dozen.  
Head Lettuce 3-4 dozen, cantaloups; cabbage

##### Half. L. A. Crate:

9 x 13 x 21-1/2

Same products as above

##### Small Vegetable Crate:

8 x 12 x 22 inches

Many of the above products, particularly  
bunched vegetables.

Dealers to Cooperate:

Dealers in used containers are willing to cooperate in every possible way, and will make every effort to provide an adequate supply of substitute containers. However, they are unable—physically or financially—to stockpile containers for which there is not a ready outlet.

A list of licensed used container dealers and current information on available supplies of used containers will be furnished upon request addressed to the Fruit and Vegetable Branch, Office of Distribution, War Food Administration, Washington, 25, D. C. or to the Fruit and Vegetable Division, Office of Distribution, 5 South Wabash Avenue, Chicago, 3, Ill., and 150 Broadway, New York 7, N.Y.

A handwritten signature in dark ink, appearing to read 'W. A. Wolf', followed by a long horizontal line extending to the right.

W. A. Wolf, Chairman  
State Committee





UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 18, 1944

SPECIAL SERVICES MEMORANDUM - 164

Construction - 54  
Supplement 1

SUBJECT: Distribution of Copper Wire - First Quarter (January,  
February & March) 1945

STATE COPPER WIRE QUOTAS (pounds of copper)

Northeast Division

Connecticut	1,300
Maine	4,900
Massachusetts	1,700
New Hampshire	1,500
New Jersey	2,400
New York	81,000
Pennsylvania	43,000
Rhode Island	200
Vermont	10,000
	<u>146,000</u>

East Central Division

Delaware	1,800
Kentucky	15,600
Maryland	4,400
North Carolina	6,200
Tennessee	4,500
Virginia	9,000
West Virginia	2,500
	<u>44,000</u>

Southern Division

Alabama	1,000
Arkansas	1,600
Florida	500
Georgia	400
Louisiana	1,500
Mississippi	1,400
Oklahoma	26,300
South Carolina	300
Texas	17,000
	<u>50,000</u>

Western Division

Arizona	800
California	10,800
Colorado	8,300
Idaho	3,000
Kansas	17,000
Montana	5,000
Nevada	200
New Mexico	300
North Dakota	21,000
Oregon	12,900
Utah	1,200
Washington	15,000
Wyoming	1,500
	<u>97,000</u>

North Central Division

Illinois	88,000
Indiana	45,000
Iowa	248,000
Michigan	33,000
Minnesota	140,000
Missouri	87,000
Nebraska	51,000
Ohio	49,000
South Dakota	13,000
Wisconsin	159,000
	<u>913,000</u>

U. S. Total 1,250,000 pounds

Report	Period Covered	REPORTS		Forwarding Date	
		County to State	State to Washington	County to State	State to Washington
First	Dec. 21 - Jan. 31			Feb. 1	Feb. 7
Second	Feb. 1 - Feb. 28			Mar. 1	Mar. 7
Third	Mar. 1 - Mar. 20			Mar. 21	Mar. 27

(Over)



# REVISIONS IN FORMS

1. CW-200, "Application for: CMP Allotment Number on Copper Wire for Farmstead Wiring, Revised August 1, 1944." Change Budget Bureau number to 40-R 670. 2 and date approval expires to January 31, 1946.
  2. CMPL-361, "Copper Wire Allotment Certificate". Revised December 15, 1944, sample shown below. Note changes in quarter designation, allotment number and suppliers delivery date.
  3. Forms CW-201 and CW-204 - no changes from present arrangement.
- 

FORM CMPL-361, Revised Dec. 15, 1944

United States of America  
War Production Board  
War Food Administration

Certificate No. \_\_\_\_\_

## COPPER WIRE ALLOTMENT CERTIFICATE First Quarter 1945

\_\_\_\_\_  
Name of Farmer Address

is hereby assigned allotment number A-3-1945 for \_\_\_\_\_ pounds of copper wire. In order to use this allotment number to get copper wire the farmer must turn over this certificate to his supplier. If this certificate is not turned over to the supplier within 10 days of issuance, it is void and must be returned to the County Agricultural Conservation Committee by the farmer.

Issued \_\_\_\_\_ By \_\_\_\_\_, Chairman  
Date \_\_\_\_\_  
\_\_\_\_\_ County Agricultural Conservation Committee

Received \_\_\_\_\_ By \_\_\_\_\_  
Date \_\_\_\_\_ Supplier

### NOTICE TO SUPPLIER

If the supplier is a warehouse, the farmer's order will be an authorized controlled material order. If the supplier is a retailer, the retailer may use this certificate to place an authorized controlled material order with a warehouse or mill and may, if he chooses, combine a number of these certificates received from farmers to place one authorized controlled material order. If the retailer orders from a warehouse, he must place his order in time to get delivery before March 31, 1945. Suppliers must give preference to orders accompanied by this certificate over orders supported by preference ratings alone.

Guide for figuring pounds from lineal feet of copper conductor					
Gauge	:	Ft. per lb.	:	Gauge	:
No. 6	:	12.6	:	No. 12	:
No. 8	:	20.0	:	No. 14	:
No. 10	:	31.9	:		:

142  
40446 UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
State Office Circular Letter  
Pullman, Washington

CURRENT SERIAL RECORD

JUN 30 1944

SPECIAL SERVICES MEMORANDUM-165

Machinery Rationing-1944-46

Subject: Coordinated Procedure for Rationing Well Casing, Irrigation Pumps, Pumping Units, Engines, and Electric Motors for Irrigation Pumping Plants.

Date: June 30, 1944

To: State Committeemen, County Committeemen, County Associations

1. General:

The War Production Board and War Food Administration have agreed to put into effect a coordinated procedure for the rationing and distribution of the items named above.

The War Production Board has instructed its field offices to not consider an application for a preference rating on an internal combustion engine over 20 h.p. or on an electric motor over 1 h.p. for use in an irrigation plant, unless such application is accompanied by endorsement of the enterprise as a unit by a State AAA Committee and/or a county farm rationing committee.

This coordinated procedure will place rationing of well casing and pumping machinery on a State rather than a county basis. Applicants will be required to state on their applications such basic information as will enable respective committees to judge the feasibility and desirability of the enterprise. County farm rationing committees will review the applications and make recommendations to State committees and issue necessary purchase certificates for approved enterprises.

II. Definitions of Terms:

When used in this memorandum:

(a) "Well Casing" means new sheet metal water well casing for irrigation wells listed as Item 218 in War Production Board L-257 and rationed under War Food Order No. 14, Supplementary Order 6.

(b) "Pump" means irrigation pumps listed and rationed under War Food Order No. 14, Supplementary Order 1, as Items 227, 228, and 229.

(c) "Pumping Unit" means an irrigation pump as defined in (b) and includes an electric motor or other motive power furnished by the pump manufacturer as an integral part, and such pumping unit is procurable on a purchase certificate without priority assistance.

(d) "Engine" means an internal combustion engine to be used for driving an irrigation pump but purchased separately from the pump on a preference rating certificate issued by a county farm rationing committee if the engine is 20 h.p. or less or on a preference rating issued by the War Production Board if the engine is over 20 h.p.



(e) "Electric Motor" means an electric driven motor of 1 h.p. or over to be used for powering an irrigation pump but purchased separately from the pump on a preference rating issued by the War Production Board.

### III. Quotas:

As in the past, State quotas shall be maintained on irrigation pumps. No quotas will be established for the present on well casing, engines, or motors.

### IV. Preference Ratings:

Preference ratings will be granted by the issuance of preference rating certificates by county farm rationing committees for engines of 20 h.p. or less. For engines over 20 h.p. and for electric motors over 1 h.p. preference ratings will be granted by the War Production Board, but only after the irrigation enterprise as a unit has been approved by the county farm rationing committee and State committee unless the enterprise is exempt from approval of the State committee as provided in Paragraph V or VI of this memorandum.

### V. Replacements:

An application for a purchase certificate to obtain well casing, a pump, or a pumping unit or for a preference rating to obtain an engine or motor to be installed wholly for replacement purposes may be approved by the county farm rationing committee and a purchase certificate issued or preference ratings granted by the committee or WPB without reference to the State Committee, provided that such replacement will not result in the bringing of additional land under irrigation which was not irrigated in 1944. Copies of purchase certificates issued for replacement pumps shall be promptly forwarded to the State committee for charging against the State quota of pumps.

### VI. Small Irrigation Plants:

An application for a purchase certificate for well casing, pump or pumping unit may be approved and a purchase certificate issued without reference to the State committee provided the rated capacity of the installed pumping machine will not exceed 250 g.p.m. Also, a preference rating required for an engine or motor to power a pumping plant having a capacity not to exceed 250 g.p.m. may be granted or approved by the county farm rationing committee without reference to the State Committee. Copies of purchase certificates issued for small pumps to be used in these small pumping plants shall be promptly forwarded to the State Committee for charging against the State quota of pumps.

### VII. Effective Date:

The effective date of this memorandum shall be July 1, 1944.

### VIII. Application Form:

Attached is application form MR-120d which shall be reproduced in appropriate quantities by county committees. All applications for purchase certificates or preference ratings for the items specified in this memorandum shall be made by the applicant on MR-120d. Applications for preference ratings on engines or motors from the War Production Board should also be made on War Production Board Form

WPB-541 and both forms submitted to the War Production Board. Furthermore, any applications for these items held by county farm rationing committees on July 1, 1944, for which purchase certificates have not been issued or applications received on or after July 1 for renewal of purchase certificates which have expired, shall be submitted on Form MR-120d and these applications shall be subject to the procedure set forth in this memorandum.

IX. State Committee Procedure:

(a) Formulate a State-wide policy for rationing well casing, pumps, and pumping units and to review and pass on applications for purchase certificates and preference ratings as received from county farm rationing committees.

(b) Review and pass upon applications as received from county farm rationing committees.

1. Promptly notify the county committees of actions taken on applications for purchase certificates or preference ratings.

2. Forward to the appropriate War Production Board field office WPB-541 applications for engines or motors needed by enterprises which are approved by the county farm rationing committee and State committee and attach to such WPB-541 applications a supplemental copy of the approved copy of the approved MR-120d application.

(c) Maintain current information on the State quotas and distribution and deliveries of irrigation pumps within the State and notify the regional AAA office of additional needs and justifications therefor.

(d) Maintain liaison with War Production Board field offices in order that actions taken on applications for irrigation pumping equipment will follow a coordinated and uniform policy.

X. Procedure for County Farm Rationing Committees:

(a) Make available information regarding the policy and procedure established by the State committee to govern the approval of applications for purchase certificates for well casing, irrigation pumps, and pumping units, and applications for preference rating for engines and electric motors to be installed in irrigation plants.

(b) Receive from applicants

1. Applications for any or all of these items on Form MR-120d.

2. A copy of any supplemental signed WPB-541 application for an engine over 20 h.p. or an electric motor over 1 h.p. required to accompany Form MR-120d.

(c) Review applications received and

1. Notify applicants whose applications are not recommended for approval by the county farm rationing committee.



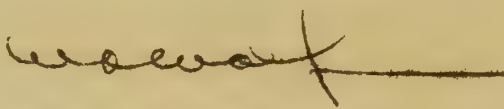
3. Prepare PR-19 certification, if required, in usual manner for fractional horse power motors.

(d) WPB will issue ratings or approval applications direct to applicant for electric motors 1 h.p. or more and for gasoline engines over 20 h.p.

(e) Report purchase certificates issued for pumps or pumping units and SWB-MR-3 (revised) as presently required.

XII. Limitation:

This procedure applies only to irrigation enterprises. Insofar as irrigation wells are concerned, this memorandum supersedes Special Services Memorandum - 25, Machinery Rationing-1944-16 of December 22, 1943. Insofar as other farm wells are concerned, the procedure set forth in Special Services Memorandum 25 shall be followed.

  
W. A. Wolf, Chairman  
State Committee

142  
Ad 4 Sp  
Cap 3

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 16, 1944

SPECIAL SERVICES MEMORANDUM - 165

Surplus War Property - 4

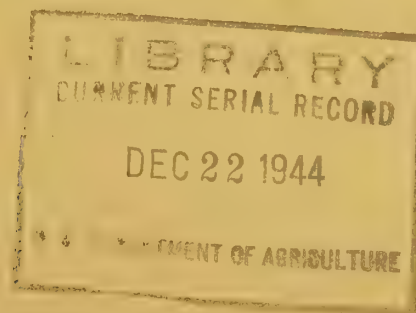
Subject: Report on Auction Sales of Surplus Materials

It is requested that the following information be furnished for each auction sale of surplus materials held in your State.

As each auction sale is definitely scheduled, regional offices should be informed by letter or wire of the date of the sale and of the location.

After each sale a narrative report covering the sale should be submitted. Such report should include comments by the State Committee and any suggestions which might improve future sales, comments on why the sale was successful or unsuccessful, and any criticisms, adverse or otherwise, with special attention being given to the attitude of the businessmen organizations, OPA officials, and the general reaction of the crowd. Copies of any publicity on the sale should be submitted with the report.

Certain information, including the appraised value of materials sold, DPC cost of the materials when new, gross receipts of the sale, the auctioneer's fee, a breakdown of the various expenses, and the net receipts of the sale, will be furnished by DPC. It will not be necessary for States to include this type of information in their report.







UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
State Office Circular Letter  
Pullman, Washington

SPECIAL SERVICES MEMORANDUM-166

Wool-1944-2

Subject: Changes in Wool Marketing Under Amendments to WFO 50  
Date: June 30, 1944  
To: State Committeemen, County Committeemen, County Associations

War Food Order 50 (wool) has been amended effective June 30, 1944, to (1) permit larger purchases of wool by secondary handlers, (2) permit producers to sell off-grade wool direct to the trade, (3) include Maryland and Virginia in the restricted sales area, and (4) limit manufacturers' purchases of shorn wool direct from producers to a radius of fifty miles of the manufacturer's mill or plant.

PURCHASES BY SECONDARY HANDLERS:

Under the amended order, effective June 30, 1944, secondary handlers may purchase from producers, for their own account, lots of wool weighing not more than 3,000 pounds, provided such wool is resold to CCC. The order previously limited all such purchases of wool by secondary handlers to lots of 1,000 pounds or less. The amended order affords producers of up to 3,000 pounds of wool a choice between selling their production outright on a cash basis or consigning it for sale to CCC on the basis of an official appraisal. The amended order also provides that processing-type wools produced in California may be purchased in any quantity by secondary handlers provided such wools are accumulated and subsequently sold to CCC. Final settlement for all purchases by secondary handlers for their own account is made at the time of sale. No additional amount will be paid when the value of the wool is finally determined by official appraisal.

OFF GRADE WOOLS: The amended order exempts from its provisions the following off-wools when packed and sold separately by producers: Tags, crutchings, clippings, eyebrows, face wool, corral sweepings, Texas baby lamb's wool, murrain dead wool, and pulled dead wool. Pulled wool exempted from the order includes pulled vat and machine wool. These off-wools may thus be sold in usual channels of trade. They should bring fair prices which bear a normal market relationship to clear wool. This modification of the order does not prohibit producers from selling shorn off-wools to CCC but makes such selling optional with producers.

DIRECT SALES BY PRODUCERS: Under War Food Order 50, manufacturers have been permitted to purchase pulled domestic wool direct from producers located within a radius of 50 miles of the manufacturer's mill or plant and shorn domestic wool direct (not through dealers or intermediaries) from producers wherever located. The amended order makes the 50-mile limitation applicable to both shorn and pulled wool. It also specifically provides that such purchases of domestic wool by manufacturers must be made direct from producers and not through dealers, brokers, warehousemen or cooperative associations.



BACKGROUND INFORMATION:

From the issuance of War Food Order 50 (formerly Food Distribution Order 50) on April 17, 1943, through May 13, 1944, Commodity Credit Corporation purchased about 276 million pounds of wool under the 1943 wool purchase program. All purchases were made through established wool dealers and cooperative associations at prices equal to ceiling values established by the Office of Price Administration, less specified transportation and marketing costs. Wool so purchased is sold at ceiling prices to manufacturers for war and essential civilian uses. Through May 13, 1944, the Corporation had sold approximately 108 million pounds of domestic wool.

Since announcement of the 1944 program, 170 dealers and associations have entered into agreements with CCC to purchase, handle, and sell wool for the account of the Corporation. Through June 3, 1944, about 50 million pounds of domestic wool had been appraised for purchase in connection with the new program.

*W. A. Wolf*

W. A. Wolf, Chairman  
State Committee

142  
ad-43p  
345

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 19, 1944

SPECIAL SERVICES MEMORANDUM 166

ADMINISTRATIVE 3

SUBJECT: Active Special Services Memoranda through No. 166

In view of recent changes in Special Services Program now in operation in the field, a review of the memoranda issued under Special Services has been made for the purpose of eliminating those memoranda which are inactive and are not required in the operation of the programs now in effect.

Listed below are the programs now in operation under Special Services. Under each program listed are the serial numbers of the Special Services memoranda, through 166, now in effect and required in the operation of that particular program, as of this date.

All other memoranda issued under Special Services may be removed from the State and County office active files.

1. ADMINISTRATIVE:

SS Memo 156, Transfer of Functions from CFRC to AAA Com.  
SS Memo 166, Active Special Services Memoranda through No. 166

2. CONSTRUCTION:

SS Memo 48, L-41 Handbook.  
" " 111, L-41 Handbook, Revision.  
" " 153, L-41 Handbook, Revision.  
" " 160, Revisions - Form WPB-617.

Lumber

SS Memo 109, Order L-335 - Procedure.  
" " 126, Dir. 16 - L-335, Custom Sawed Lumber.  
" " 134, Free Lumber. Dir. 8a - L-335.  
" " 137, 3rd Quarter Reports.  
" " 151, 3rd Quarter Summary.  
" " 158, Lumber Dir. 1 through 7. L-335.  
" " 161, Dir. 2a - Order L-335. Western Pine.

Copper Wire

SS Memo 163, C.W. Distribution Procedure  
" " 164, C.W. Distribution - 1st Quarter Quotas.

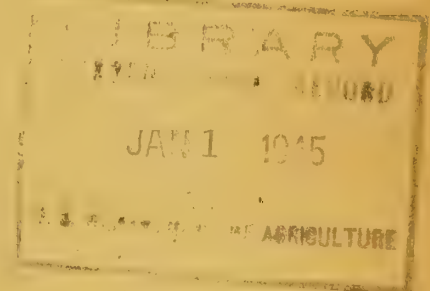
Utility Connections

SS Memo 122, Four WPB Orders.  
" " 135, Farm Dwellings.

WPB Field Processing Instructions -  
Food Processing Equipment

SS Memo 86, WPB Policy, Processing Applications.

(over)





3. CRAWLER TRACTORS:

SS Memo 162, Application Procedure.

4. FEED:

SS Memo	14,	Advisory Feed Committee on Distribution.
" "	16,	Advisory Feed Committee (Revised).
" "	24,	Feed Industry on Advisory Feed Committee.
" "	30,	FPA Form-1.
" "	32,	Buyers' certification.
" "	35,	Method of Handling Records.
" "	38,	Additional Instruction on Allocations.
" "	42,	Supplemental Instruction on Allocations.
" "	52,	Supplemental Instruction on FPA Form-6.
" "	53,	Petitions for Relief Procedure.
" "	59,	Establishment of Quotas.
" "	73,	Instructions for May Allocations.
" "	74,	Disposition, FPA Form-5.
" "	79,	Additional Instructions for May Allocation.
" "	89,	Instructions for June Allocation.
" "	99,	Instructions for July Allocation.
" "	108,	Instructions for August Allocation & Later.
" "	121,	Supplemental Instructions on August Allocation.
" "	139,	Allocation to Soybean Grower - Feeder.
" "	140,	State Advisory Committee (Revised).
" "	145,	Eligibility of Processors.
" "	149,	FPA Form-6.
" "	150,	December Allocation.
" "	152,	Voluntary Protein Limitation Agreement.
" "	155,	WFO-9, Revoked in Part.

5. FERTILIZER:

SS Memo	39,	1943, 44 Program.
" "	120,	1944, 45 Program.

6. FARM MACHINERY:

SS Memo	26,	Engines - Farm Use.
" "	61,	OPA Charts.
" "	90,	1944 Custom Combine Program.
" "	127,	MPR-133, Equipment Prices.
" "	142,	Pressure Cannerns.
" "	148,	20hp int. comb. engines & lhp electric motors.
" "	159,	GA-276, Farm Engines.

7. PRIORITIES:

SS Memo 119, (Correct in Part)	Agricultural Items Affected by Priorities Actions.
-----------------------------------	--

8. PRODUCTION:

SS Memo	27,	Final Payment - 1943 Vegetable Program.
" "	81,	1944 Processing Vegetable Program.
" "	82,	WFO-69, Amdt.-1. Prohibits use of Fruits & Berries.
" "	83,	1944 Vegetable Processing Program. Cert. of Processor
" "	112,	1944 Veg.Processing Program.Certification of Processors.
" "	113,	WFO 69.2.
" "	114,	WFO 69, Amdt, 3. Special Authorizations.
" "	136,	WFO 69.2, Amdt. 1. Utility Grade Apples.
" "	141,	WFO 69.2, Amdt. 2. Concord Grapes.

9. SUPPLIES:

SS Memo	88,	Frozen Food Lockers.
" "	94,	PR-19.
" "	97,	CMP-4.
" "	110,	Electric Motors.
" "	116,	WPB L-232.
" "	123,	Electric Motors. Haydrying Equipment.
" "	131,	Sugar for Bees.
" "	143,	Anthracite Coal for Brooder.
" "	154,	Milk Coolers.

10. SURPLUS PROPERTIES:

SS Memo	85,	Handling Surplus War Property.
" "	106,	Disposition Surplus Trucks.
" "	125,	Surplus Trucks for Forest Service.
" "	157,	Delegation of Authority to D.P.C. Field Representative
" "	165,	Report on Auction Sales.

11. TRANSPORTATION:

SS Memo	58,	Tractor Tire Size Substitution.
" "	63,	Quota or Tire Shortages.
" "	66,	Transportation Handbook.
" "	107,	Revised Procedure Steel-Wheeled Conversion.
" "	117,	Migratory Farm Labor.
" "	138,	Use of "R" Coupons.
" "	144,	Fuel for Commercial operated Farm Vehicle.

12. WOOL:

SS Memo	84,	1944 Wool Purchase Program.
---------	-----	-----------------------------





UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
Washington State Circular Letter  
Pullman, Washington

Cap 2  
SPECIAL SERVICES MEMORANDUM-167

Feed-1944-8

Subject: Corn to be Imported Under Government Allocation

Date: June 30, 1944

To: State Committeemen, County Committeemen, County Associations

Plans for assisting with the importation of corn from South America to aid the war food and feed situation were announced today by the War Food Administration.

By arrangement with the War Shipping Administration it is expected that shipping will be available to import 150,000 tons or about 6,000,000 bushels of corn during July. Plans are being made but have not yet been completed for shipments during later months.

The corn will be brought in by private importers pursuant to M-63 import authorizations to be issued by the War Production Board upon recommendation by WFA. The program does not involve purchases of imported corn by any government agency.

The Office of Price Administration plans to announce at an early date ceilings on imported corn at c.i.f. port of entry price at \$1.25 per bushel of No. 2 yellow flint corn, plus actual tariff charges for elevation, coopering, and loading into cars including inspection and weighing. After importation corn will be handled under the provisions of Revised Maximum Price Regulation 346 (Corn) as amended permitting the addition of transportation costs and certain mark-ups and service charges. Transportation charges may be limited to areas specified by OPA and WFA. OPA stated that these provisions would be discussed with the trade before the amendment to MPR 346 is issued.

WFA will reimburse importers for the amount of any import duties assessed and paid with respect to corn imported and sold in accordance with the amended OPA ceilings and WFA allocations.

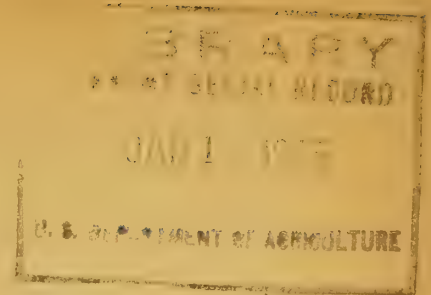
  
W. A. Wolf, Chairman  
State Committee





2645p  
Cap 3

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.



December 19, 1944

SPECIAL SERVICES MEMORANDUM - 167

Feed 21

SUBJECT: Oilseed Meal Set-Aside for February

After reviewing the recommendations of the State AAA committees and feed advisory committees the War Food Feed Allocations Committee has reached the following decision:

1. War Food Order 9 will be continued in order to permit the resumption of the set-aside program in the event of unexpected emergencies.
2. For the month of February processors will not be required to set aside any oilseed meals and no meal will be distributed by State committees and their advisory committees.
3. Informal arrangements are being made with some segments of the trade to take care of isolated cases where acute shortages might develop.
4. The trade will continue to make as much cake and pellets as possible available for range feeding.
5. The processors reporting requirements of monthly production and shipment by States is being continued.
6. The organization of State feed advisory committees should be continued in all States. A meeting of the committee for February is not mandatory, however the chairman of the State feed advisory committee should keep in touch with the membership on any livestock feed problems which may arise.
7. Copies of this memorandum shall be mailed promptly to all members of each State feed advisory committee.





UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT AGENCY

*copy 2*

Washington State Office  
State Office Circular Letter  
Pullman, Washington

SPECIAL SERVICES MEMORANDUM-168

Priorities-1944-46

Subject: Third Quarter Lumber Program

Date: July 1, 1944

To: State Committeemen, County Committeemen, and  
County Associations

We have just received the following telegram from the  
Director of Western Division:

"Instructions covering L-335 issued June 25 by  
WPB requires new forms and procedure for lumber  
distribution. Withhold issuance of certificates  
after June 30 pending receipt of instructions."

Counties, therefore, must not issue any certificates  
extending AA-2 ratings for lumber to be applied against  
third quarter quotas until definite instructions cover-  
ing the new procedure are received.

Any county that has not already submitted their SL-203  
report covering the month of June should do so upon  
receipt of this circular. This will be your final  
report for the second quarter and any lumber left in  
your quota as of June 30 is automatically cancelled.

*A. M. Camp*

A. M. Camp, Acting Chairman  
State Committee





142  
Ed 45p  
Caf 4

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 22, 1944

Construction 55

SPECIAL SERVICES MEMORANDUM - 168

SUBJECT: Issuance of Farmers' Lumber Certificates

This memorandum supersedes Special Services Memoranda 109, 126 and 137, which contained the operating procedure relative to the issuance of Farmers' Lumber Certificates. However, the following forms are to be continued in use in connection with the procedure outlined in this memorandum: (1) Printed forms FL-200 and FL-201 (2) Mimeographed forms FL-203 attached to Special Services Memorandum 109 and FL-204 attached to Special Services Memorandum 137.

This memorandum presents: (1) Operating Procedure and (2) Supplemental Information affecting Issuance of Certificates which, it is hoped, will be applicable as long as the lumber distribution program is in effect. State quotas, report dates and other information pertinent to the First Quarter 1945 program will be forwarded as a supplement and similar data for subsequent quarters will also be so issued.

Directions to Order L-335 or other actions of the WPB affecting the procedure under which committees operate will be explained in supplements to this memorandum. When the procedure is not affected but when it is believed that the information would be of assistance to the committees in answering inquiries, separate Special Service Memoranda will be issued.

OPERATING PROCEDURE

I. Farmer's Lumber Certificates may be issued for the following purposes:

- A. Farm construction including farmhouses, the cost of which comes within the exemption limits of Order L-41 (\$1000 per farm per calendar year, not more than \$200 of which may be spent on any farmhouse. The \$1000 limitation also applies to buildings required for housing seasonal farm laborers) and which is determined by the county committee to be essential to the agricultural program.
- B. The rebuilding or restoring of farm buildings (excluding farmhouses) damaged or destroyed by fire, flood, tornado, earthquake, acts of war, or the like, if the cost of rebuilding or restoring is less than \$5000 where immediate reconstruction is determined by the State AAA Committee to be essential to the agricultural program. In such cases application for a Farmer's Lumber Certificate must be made within 90 days after the date of loss, otherwise the need cannot be considered of an emergency nature. This authority may not be used where widespread damage occurs as in such cases the Red Cross is authorized to issue certified rated orders in order to secure the lumber required for reconstruction.
- C. Construction necessary to prevent threatened loss of farm products, where immediate construction is determined by the State AAA Committee to be essential to the agricultural program.



- D. The rebuilding or restoring of a farmhouse damaged or destroyed by fire, flood, tornado, earthquake, act of war, or the like, if the cost of rebuilding or restoring is less than \$5000, and if the loss has occurred not more than 90 days prior to the date of filing the application for a Farmer's Lumber Certificate. This authority may not be used where widespread damage occurs as in such cases the Red Cross is authorized to issue certified rated orders in order to secure the lumber required for reconstruction.
- E. Maintenance and repair of farm buildings including farmhouses. Certificates may be issued only for essential maintenance and repair needed to make the building habitable or usable for agricultural production.
- F. Maintenance and repair of farm implements.
- G. Construction of new farm fences requiring great strength such as in corrals, bull paddocks and similar enclosures, provided the cost comes within the agricultural exemption limit of L-41. Bracing used in connection with wire fencing and the construction of wooden gates are also authorized uses. Ordinary farm fences for pastures, lots, fields, etc., are not included as authorized uses.
- H. Maintenance and repair of existing wooden fences. This does not include entire replacement of existing wooden fences unless qualified under (G) above.
- I. Other essential farm uses contributing to food production. (For example--small farm bridges, well curbing, livestock loading chutes, poultry and livestock feeders, wagon boxes, hay racks, hay loaders, buck rakes, tree props, etc.)

II. Farmers' Lumber Certificates may not be issued for the following purposes:

- A. Farm construction the cost of which exceeds the agricultural limitations of Order L-41 and which requires specific WPB approval.
- B. Construction or maintenance and repair of off-farm buildings.

III. State Committees

- A. Quotas. Quarterly state quotas will be allocated through supplements to this memorandum. Any portions of state quotas, which the Committee feels reasonably certain will not be used by the end of the quarter, should be returned by the end of the second month of the quarter. Appeals may be made for supplemental allotments. Unused portions of WFA current quarter allotments cannot be carried over for use in a subsequent quarter.
- B. Reserves. Where county quotas are established, State Committees may retain part of their quotas in State Reserves to be issued as county needs require. State Committees may dispense with county quotas and

keep the entire allotments in State reserves. State Committees which do not assign county quotas must establish a procedure for issuing Farmers' Lumber Certificates and must maintain records so that quotas will not be exceeded.

- C. Appeals. State Committees must consider and act on appeals filed by farmers or dealers whose applications for Farmers' Lumber Certificates have been denied by County Committees. The State Committee shall advise the applicant and the County Committee as to its decision.
- D. Reports. Reports (on Form FL-203) by State Committees must be mailed, in duplicate, to the Regional AAA Director in accordance with schedules shown on quarterly supplements to this memorandum. The reports should be as accurate as possible and must be submitted promptly so that an accounting can be made to the War Production Board. Where county quotas are established the State Committee arranges a procedure for obtaining the necessary information from county offices.

#### IV. County Committees

##### A. Farm Applications

1. Applications for Farmer's Lumber Certificates, Form FL-200, must be reviewed by County Committees.
2. Farmer's Lumber Certificates, Form FL-201.
  - a. Certificates are to be issued only for approved uses outlined in Part I of this memorandum where the committee believes that the use of lumber will contribute to the agricultural program.
  - b. Certificates may be issued farmers who have logs from their own farms sawed into lumber by a sawmill producing 100,000 board feet or more per year, if the amount of lumber sawed for the farmer per year exceeds 5000 board feet. The certificate should be issued only for the amount in excess of 5000 board feet, provided the lumber use meets the qualifications under (a) above.
  - c. Certificates must be signed only by the Chairman of the County Committee or his authorized representative.
  - d. Certificates become void if not placed with a dealer within ten days after issuance. When this occurs, the committee may issue a new certificate. Where county quotas are not established, State Committees must be notified of all void certificates.
3. Ratings
  - a. AA-3 ratings only may be assigned for lumber to be used in the repair and maintenance of farm houses or in farmhouse construction, the cost of which comes within the \$200 L-41 limitation. This restriction does not apply to the housing of seasonal farm labor or to rebuilding or restoring farm houses damaged or destroyed by fire or other disaster.



- b. AA-3 ratings should also be assigned for all other approved uses outlined in Part I of this memorandum when the need is not urgent or not of an emergency nature.
- c. AA-2 ratings may be assigned for approved uses outlined in Part I, except for maintenance and repair of farmhouses or farmhouse construction under the \$200 L-41 limitation, when the need is urgent and it is apparent that a lower rating will not secure delivery of the type of lumber needed.
- d. Ratings assigned should be inserted in the space provided on Form FL-201.

## B. Dealer's Small Sales

In order to facilitate the issuance of Farmers' Lumber Certificates, County Committees, with the approval of the State Committee, may elect to utilize the procedure outlined below. This procedure permits farmers to purchase up to 300 board feet per quarter for approved uses on any one farm without making application to the county committee, except for lumber to be used in the repair and maintenance of farmhouses or in farmhouse construction within the \$200 limitation of L-41.

### 1. County Committees:

- a. May supply dealers in the county with Applications (FL-200) or Dealer's Small Sales Reports (FL-204) for signature of the individual farmers. The committee will determine which form is to be used.
- b. May permit dealers to submit accumulated FL-200 applications or FL-204 Small Sales Reports signed by farmers covering a total of not more than 3000 board feet at one time.
- c. May issue to the dealer in his name a Farmer's Lumber Certificate for the amount of lumber (up to 3000 board feet) sold to farmers under this procedure, provided the individual sales do not exceed 300 board feet and the lumber is for approved uses as outlined in Part I of this memorandum with the exception indicated in the opening paragraph of this section (B).
- d. May assign AA-3 ratings only on Farmer's Lumber Certificates issued dealers under this procedure.

## C. Appeals

Farmers or dealers whose applications for Farmers' Lumber Certificates have been denied by the county committee may appeal by letter to the county committee, who will forward the appeal, with pertinent information, to the State Committee. The State Committee will notify the applicant and the county committee of the State Committee's decision.

## D. Records

1. All original copies of Applications (Form FL-200) or of Dealer's Small Sales Reports should be filed in the county office.

2. Where county quotas are not established and when requested by the State Committee, a copy of the FL-201 certificate, plainly marked "duplicate", may be provided for the State Committee file.
3. A numbering system must be maintained for identifying certificates issued.
4. The number of the certificate and the quantity of lumber approved should be recorded in the spaces provided on Forms FL-200 and FL-204.
5. Void certificates should be cancelled and the amount of lumber involved should be added to the county quota where established.
6. A separate record should be kept of the amount issued: (1) on AA-2 ratings (2) on AA-3 ratings (3) for new construction and (4) for maintenance and repair.

#### E. Reports

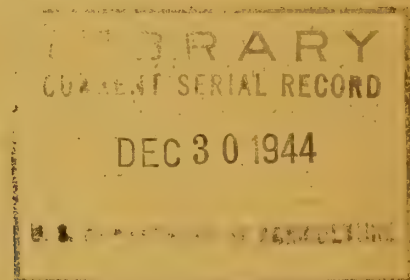
1. Where county quotas have been established county committees must submit reports in accordance with schedules to be supplied by State Committees.

#### SUPPLEMENTAL INFORMATION AFFECTING ISSUANCE OF CERTIFICATES

- I. Farmers' Application for Dwelling Maintenance and Repair Lumber. With the authority established in this memorandum whereby committees may issue certificates for lumber to be used in maintenance and repair of farm houses and in farmhouse construction under the \$200 L-41 limitation, farmers should no longer file WPB-617 or WPB-541 applications for this purpose. WPB field offices are being instructed to deny such applications.
- II. Lumber for L-41 Construction Approved by the War Production Board. Lumber needed in farm construction, for which a WPB-617 application has been submitted and approved by the War Production Board, will be authorized by the WPB. Such lumber is not deducted from county or State quotas. The GA-1456 authorization may be used in placing certified and rated orders with dealers or sawmills.
- III. Summary of Methods by which Farmers Obtain Lumber
  - A. A farmer may obtain lumber without a certificate or rating:
    1. By purchasing from a sawmill producing less than 100,000 board feet per year.
    2. By having logs sawed at a mill producing less than 100,000 board feet per year.
    3. By cutting trees from his own farm and having not more than 5,000 board feet sawed from the logs when the sawing is done by a mill producing over 100,000 board feet per year.
    4. By purchasing from dealers who may sell lumber obtained without certificates or ratings under provisions of Directions to Order L-335.



5. By purchasing from mills whose production is not controlled by Order L-335 or who are permitted to sell certain grades and species as specified in Directions to Order L-335.
  6. By purchasing less than 300 board feet from dealers per quarter. (Applicable only where dealers' small sales procedure is permitted.) The farmer must sign an FL-200 application or on a FL-204 Dealers' Small Sales Report which the dealer will have available.
- B. A farmer must have a Farmer's Lumber Certificate or GA-1456 authorization for construction approved by the WPB when:
1. He has more than 5,000 board feet sawed from trees cut from his own farm if the sawmill produces more than 100,000 board feet per year. The certificate must be in the amount of lumber sawed in excess of 5,000 board feet.
  2. He purchases from a dealer or sawmill lumber which can be released only on certified rated orders.



142  
A.D. 4 SP  
Cpf 4  
UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT AGENCY

Pullman, Washington

SPECIAL SERVICES MEMORANDUM - 169

Machinery Rationing -44-47

Subject: Rationing of Milk Cans Discontinued

Date: July 7, 1944

To: State Committeemen, County Committeemen and County Associations.

As of July 1, 1944, the rationing of new metal milk cans for use in the handling of dairy products is discontinued, and county farm rationing committees are no longer required to issue purchase certificates for transfers for this purpose.

WFA still exercises a certain degree of control over distribution, and local shortages should be reported to the State Committee as in the past.

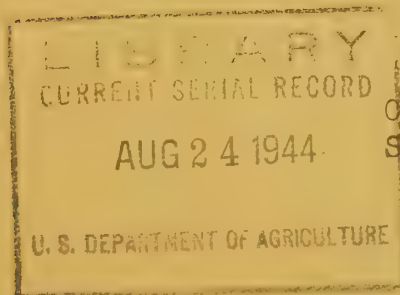
Only the following transfers are still restricted:

1. Purchases by a Federal Agency for any purpose.
2. Purchases by any person for purposes other than the handling of dairy products.

Such transfers require written permission of the Director, Office of Materials and Facilities, War Food Administration, Washington, 25, D. C.

The new order governing the distribution of milk cans is WFO-104. It supercedes Supplementary Order No. 3 to WFO-14 (formerly FPO-14).

Please publicize this information locally.



*O. P. Downen*  
O. P. Downen, Chairman  
State Committee





1172  
Ad 4 Sp  
Cap 2

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D.C.

December 22 , 1944

SPECIAL SERVICES MEMORANDUM - 169

Construction 55  
Supplement - 1

SUBJECT: Issuance of Farmer's Lumber Certificates  
First Quarter (January, February and March), 1945

STATE LUMBER QUOTAS  
(In thousands of board feet)

State	AA-2	AA-3	State	AA-2	AA-3
Connecticut	140	560	Arizona	225	1,046
Maine	200	800	California	2,555	11,875
Massachusetts	130	520	Colorado	690	3,207
New Hampshire	70	280	Idaho	770	3,579
New Jersey	335	1,340	Kansas	1,770	8,227
New York	820	3,280	Montana	1,170	5,438
Pennsylvania	690	2,760	Nevada	75	348
Rhode Island	15	60	New Mexico	225	1,046
Vermont	155	620	North Dakota	2,325	10,806
N.E. Div.	2,555	10,220	Oregon	940	4,369
			Utah	370	1,720
			Washington	1,270	5,903
			Wyoming	290	1,348
			Western Div.	12,675	58,912
Delaware	150	697			
Kentucky	1,010	4,694	Illinois	2,905	11,620
Maryland	230	1,069	Indiana	1,645	6,580
North Carolina	1,165	5,415	Iowa	5,275	21,100
Tennessee	545	2,533	Michigan	1,300	5,200
Virginia	680	3,160	Minnesota	3,425	13,700
W. Virginia	125	581	Missouri	1,525	6,100
E.C. Div.	3,905	18,149	Nebraska	2,225	8,900
Alabama	420	1,952	Ohio	1,425	5,700
Arkansas	620	2,885	S. Dakota	2,230	8,920
Florida	330	1,534	Wisconsin	2,340	9,360
Georgia	470	2,184	N. C. Div.	24,295	97,180
Louisiana	495	2,301			
Mississippi	530	2,463	Washington Reserves		
Oklahoma	715	3,323		6,000	20,000
S. Carolina	490	2,277			
Texas	2,500	11,620			
Southern					
Div.	6,570	30,539	U.S. Totals	56,000	235,000

(Over)

DEC 30 1944

U. S. DEPARTMENT OF AGRICULTURE



## REPORTS

<u>Monthly Report</u>	<u>Period Covered</u>	<u>Forwarding Date County to State</u>	<u>Forwarding Date State to Washington</u>
First	Jan. 1 - Jan. 26	Jan. 27, 1945	Feb. 2, 1945
Second	Jan. 27 - Feb. 26	Feb. 27, 1945	Mar. 2, 1945
Third	Feb. 27 - Mar. 31	April 1, 1945	April 7, 1945

## FORMS

Use same forms as for Fourth Quarter, 1944, as follows:

1. FL-200 - Application for Farmers' Lumber Certificate
2. FL-201 - Farmers' Lumber Certificate
3. FL-202 - County Lumber Distribution Report (where county quotas established)
4. FL-203 - State Lumber Distribution Report
5. FL-204 - Lumber Dealers' Report of Small Sales

## OPERATING PROCEDURE

1. Procedure outlined in Special Services Memorandum 168 should be followed.
2. Special attention is directed to a change in procedure whereby certificates may now be issued for lumber to be used in the maintenance and repair of farm houses and for farmhouse construction within the \$200 limitation of L-41. Committees are authorized to issue certificates only when the house must be repaired or enlarged immediately in order to be habitable or when the structure is hazardous to health. AA-3 ratings only may be assigned for this use. An allocation of 15 million board feet has been transferred to WFA for this use which represents slightly over 6 percent of the AA-3 allotment. In filing applications, farmers should be advised to state clearly the use for which the lumber is needed. See Special Services Memorandum 168 for details.
3. Effective on receipt of this memorandum WPB-617 or WPB-541 applications filed with the committees for the uses listed in (2) above should be returned to the applicants with a notice to file FL-200 applications.

## GENERAL INFORMATION

In the future, information of the type given below will be contained in separate Special Services Memoranda.

1. The provisions of Direction 8a to Order L-335 are not effective after December 31, 1944. Accordingly Special Services Memorandum 134 should be discarded.
2. Special Services Memoranda 158 and 161 are not required in the Committees' operation of the lumber distribution program. However, they present information of interest to committees, dealers and small sawmills and should be kept, with the change indicated in (3) below, for reference purposes.
3. Direction 6 to L-335 as amended December 18, 1944, prohibits the delivery of all species and grades (except culls and rejects) of hardwoods cut by sawmills producing 5,000 or more board feet per day except on certified orders. In addition, 1-1/4" and 1-1/2" No. 1 common or better white oak, red oak, birch, beach, pecan, rock elm, hard maple and tough white ash may be delivered only on certain orders of the military services or on appeals granted by the WPB. Mills cutting less than 5,000 board feet per day may sell on uncertified orders if delivery does not interfere with the filling of certified orders. This paragraph supersedes Section B of Special Services Memorandum 158.

1.42  
ADJ P  
Cp 4

UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT AGENCY

Washington State Office  
State Office Circular Letter  
Pullman, Washington

SPECIAL SERVICES MEMORANDUM-170

Priorities-1944-47

Subject: Model HG Cletracs - Third Quarter Quota

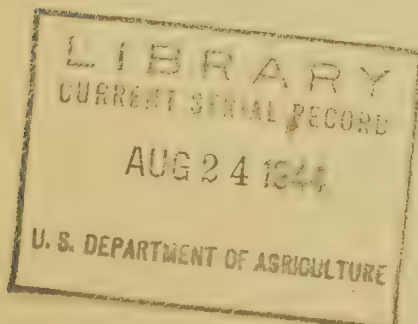
Date: July 13, 1944

To: State Committeemen, County Committeemen, and  
County Associations

We have now received information that a production schedule for the third quarter for Model HG Cletracs has been approved by the War Production Board and definite state quotas have been established.

The State of Washington has been allocated 30 of these tractors for the third quarter. We have just submitted 21 of these to the War Production Board, which makes up the 70% of our quota we were requested to submit by this time. This number was selected from the HG Cletrac applications being held in our office pending receipt of a definite quota for this quarter.

The remaining 9 applications (the remaining 30% of our quota) are to be submitted August 1. Therefore, any applications for this make and model tractor now in county offices upon which Farm Machinery Rationing Committees have acted favorably should be forwarded to the State Office not later than July 25.



C. P. Downen, Chairman  
State Committee





1.42  
22-45p  
2/6

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

December 23, 1944

SPECIAL SERVICES MEMORANDUM - 170

Surplus War Property - 5

SUBJECT: Recent Defense Plant Corporation Instructions to its  
Field Engineers

1. Release of DPC Excess Materials for Rural Auction Sales

A memorandum dated December 6, 1944, from Mr. B. H. MacNeal, Assistant Chief Engineer, Defense Plant Corporation, Washington, D. C., to DPC Supervising, Division, and Regional Engineers reads as follows:

"Supplementing my memorandum of November 25 relative to the designation of certain engineers as Supervisors of Sales, or assistants, in connection with the operation of rural auction sales of DPC owned construction materials and construction small tools to be held in certain rural communities of their respective areas, you are advised that the designated Supervisors of Sales, or assistants, are authorized to effect the release of any excess construction material and construction small tools for disposal at these rural auction sales.

"You are hereby authorized to release for these auction sales, upon receipt of written instructions from any of the designated Supervisors of Sales or assistants, any construction materials and construction small tools, which have been declared excess by your plancor.

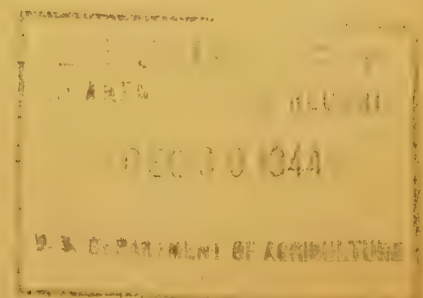
"It is also to be understood that you are to secure a release from the lessee."

2. Pricing Policies for DPC Items Sold at Rural Auction

Memorandum dated December 16, 1944, from Mr. Crawford Sloan, Principal Engineer, DPC., Washington, D. C., and addressed to each of the DPC area engineers reads in part as follows:

"Reference is made to our telegram of December 8, 1944, regarding the new selling policies to be used in the sale of construction materials and small tools at farm auction sales conducted under the sponsorship of the War Food Administration.

(Over)





2.

"Please be advised, therefore, that all items sold at such auctions should be classified and priced as follows:

"(a) New and unused:

If the goods have not been used for the purpose for which they were intended they are considered to be new, even though they may have been damaged by the elements or from exposure to weather, or from disuse. Such items should not be sold at prices which exceed (1) either DPC delivered cost, when new, or (2) OPA current maximum price at retail for the item in new condition (whichever is higher).

"(b) Used:

If the item has actually been used for the purpose for which it was intended it should not be sold at prices which exceed either (1) DPC appraised price, or (2) 80% of DPC delivered cost, when new (whichever is higher).

Delivered cost for the purpose of pricing such items means the price originally paid by DPC f.o.b. vendor's plant, plus all freight charges paid by DPC at the time of original delivery to plant site (it must not include any costs or charges involved in delivering the goods to the site of the auction sale).

"The appraisal of the construction materials and small tools should be done by you or your assistants with the help and advice of the plant engineer and should represent your combined best judgment of the current retail value of such used items. Wherever possible consult local OPA offices for information and advice regarding any pricing problems you may have. Notify all of your assistants in case you have not already done so of this change in selling policy and note that it applies only to rural auction sales of construction material and small tools held under the sponsorship of the War Food Administration."

2-a. The DPC telegram of December 8, 1944 referred to above reads as follows:

"DPC has agreed with OPA that all farm auctions under sponsorship of War Food Administration, this corporation's representatives will reject any bid for used commodities which exceeds DPC appraised price of 80% of DPC delivered cost (whichever is higher) and for new and unused commodities, either DPC delivered cost when new or OPA maximum retail price for such new items (whichever is higher). You are therefore authorized and directed to immediately put into effect this pricing policy at all farm auctions. Detailed instructions follow."



1.42  
AD4JP  
6/3  
UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT ADMINISTRATION

Washington State Office  
State Office Circular Letter  
Pullman, Washington

SPECIAL SERVICES MEMORANDUM-171

Priorities-1944-48

Subject: Distribution of Farm Lumber for Third and Subsequent  
Calendar Quarters  
Date: July 15, 1944  
To: State Committee, County Committeemen, County Associations

All previous instructions relative to the issuance of lumber certificates to farmers are cancelled and are replaced with the following instructions, effective July 1, 1944, and are applicable to all Counties.

I. BACKGROUND INFORMATION:

A new program governing the distribution of all lumber to all consumers is established by War Production Board Order L-335. Distribution to farmers under the order is described in this memorandum. Effective August 1, 1944, Order L-335 supersedes all previous lumber orders (L-218, L-290, M-208, M-361, M-364). Limitation order L-41 (as amended) is not affected.

Interpretations and a simplified explanation of Order L-335 amended are being prepared by the War Production Board and will be furnished to county committees as soon as available. Every effort should be made to place this information in the hands of all dealers and small sawmill operators in every county.

The War Food Administration has been assigned a rating of AA-2 for lumber to be used for most urgent needs, and an AA-3 rating for permitted uses which are less urgent. The Washington State quota against which AA-2 preference ratings may be assigned is 3,400,000 board feet as compared with a quota of 10,500,000 board feet against which AA-3 ratings may be issued. These quotas apply to the months of July, August and September.

Experience has indicated that use of lumber is heaviest in the second and third calendar quarters. Consequently, county committees may expect fourth quarter quotas of less than half their third quarter quotas. (Notice attached)

In issuing certificates, county committees should recognize the critical shortage of lumber and should insist that other less critical material be used whenever possible. This is in line with the general policy being pursued with regard to approval of L-41 applications.

II. FORMS:

1. FL-200 "Application for Farmer's Lumber Certificate". Replaces SL-200 in current use. County Committees will duplicate necessary supply of this form (sample attached). A printed supply will be available later. Discard all copies of SL-200 on hand in county office and notify dealers to do likewise.



2. FL-201 "Farmers Lumber Certificate". Replaces GA-201 in current use. County Committees will also duplicate a sufficient supply of this form pending receipt of printed supply. Discard all copies of GA-201 on hand. GA-201 can not be used by dealers in replacing their stock after June 30, 1944.
3. FL-202, "County Lumber Distribution Report". Monthly report form. Replaces SL-203. Supply will be furnished by State Office. State Office requires only one copy each month,

III. PURPOSES FOR WHICH FARMER'S LUMBER CERTIFICATES MAY BE ISSUED:

1. Construction of farm buildings (excluding farm houses) which come within the \$1,000 limitation of Conservation Order L-41.
2. The rebuilding or restoring of farm buildings (excluding farmhouses) damaged or destroyed by fire, flood, tornado, earthquake, acts of war, or the like, if the cost of rebuilding or restoring is less than \$5,000 were immediate reconstruction is determined by the State AAA Committee to be essential to the agricultural program. (See L-41 handbook)
3. Construction necessary to prevent threatened loss of farm products where immediate construction is determined by the State AAA Committee to be essential to the agricultural program. (See L-41 handbook)
4. The rebuilding or restoring of a farm house damaged or destroyed after July 1, 1943 by fire, flood, tornado, earthquake, act of war, or the like, if the cost of rebuilding or restoring is less than \$5,000. This authority may not be used where widespread damage occurs. Where widespread damage takes place, the Red Cross is authorized to issue certified rated orders to secure the lumber required for reconstruction.
5. The construction of farm labor buildings required for housing seasonal labor which comes within the \$1,000 limitation of Conservation Order L-41.
6. Maintenance and repair of farm buildings (excluding farmhouses).
7. Maintenance and repair of farm implements.
8. Other essential uses contributing to food production.

IV. PURPOSES FOR WHICH FARMER'S LUMBER CERTIFICATES MAY NOT BE ISSUED:

1. Construction of farm buildings (including farm houses) the cost of which exceeds the limitations of Conservation Order L-41 and where the War Production Board's approval of construction is required.
2. Construction or remodeling of farmhouses which come within the \$200 limitation of Conservation Order L-41.
3. Maintenance and repair of farm houses.
4. "Off farm" Construction.
5. Maintenance and repair of "off-farm" buildings.
6. New wooden fences.



V. COUNTY COMMITTEE PROCEDURE:

1. Accept applications from qualified applicants on form FL-200. (Form SL-200 is obsolete and should not be accepted.)
2. Review applications and issue certificates to qualified applicants. Prepare only one copy of FL-201. Assign serial numbers by calendar quarters as follows: State Code - County Code - quarter designation - serial number. (Such as 91-001-111-43. This is important. Enter the applicable rating in the space provided on FL-201. Only the most urgent needs should be assigned the AA-2 rating.
3. A record of the certificates issued and the amount of lumber involved should be recorded in the spaces provided on Form FL-200. It is absolutely necessary that a separate record be kept in the county office of the amount issued on AA-2 ratings and the amount issued on AA-3 ratings.
4. Certificates become void if not placed with a distributor within ten days after issuance. In cases where certificates become void because of the expiration of the time limit, the County Committee either should issue a new certificate to the applicant and make no adjustment in its quotas or cancel the void certificate and add an equivalent amount of lumber to the county quota for reassignment to other applicants.
5. County Committees will complete a monthly report of operations on Form FL-202 (Sample attached and supply furnished by State Office) on the 26th day of each month and mail to the State Office on the same day. This is absolutely essential if we are to forward our report to Washington, D. C. as required.

VI. SMALL SALES PROCEDURE: (A sale not exceeding 300 board feet)

In order to facilitate the issuance of ratings (AA-3 only) for small amounts of lumber, county committees may utilize the procedure listed below:

1. Provide a supply of application forms to dealers in the county.
2. Make arrangements with dealers to permit them to submit to County Committees at weekly intervals Form FL-200 applications signed by farmers. However, the total of the applications accumulated and presented to the County Committee by a dealer at one time shall not exceed 3,000 board feet, and no single application shall call for more than 300 board feet.
3. County Committees may approve such individual applications under the following circumstances:
  - (a) The sale is for an approved use as outlined in Part III.
  - (b) Sales by all dealers for use on any one farm do not exceed 300 board feet of lumber in any one quarter.
  - (c) There is sufficient amount of lumber in the County quota.
  - (d) The sale was made after June 30, 1944.
4. Issue a certificate made out in the dealer's name bearing a AA-3 rating for the quantity approved as indicated above.



VII. REPORTS:

Report Form FL-202 is very similar to the old SL-203 except that it provides separate records for AA-2 and AA-3 lumber, and requires that separate totals for both AA-2 and AA-3 be reported for lumber for maintenance and repair and lumber for new construction.

1. Reporting period will be from 27th of preceding month to 26th day of current month.
2. Prepare and submit report (one copy) on 26th day of each month. IMPORTANT.

*C. P. Downen*  
C. P. Downen, Chairman  
State Committee

Enclosures (4)

Ref: SPS Memo - 109, Const.-44

Enclosures to County Offices Only.

